

Whether in person, by telephone, or electronically, students and other library users can find help with their research needs at the Reference Desk, which is staffed by qualified librarians and available anytime the library is open. The library has an automated phone system that will route patrons dialing 731-881-7060 to any public service area in the building. Also visit the university's Web site at www.utm.edu/ for a closer look at the campus and the library.

University Museum

The University Museum provides UT Martin students, local school teachers and children, and the general public with a diverse exhibit and program schedule. The museum provides an exhibit venue for travelling and locally generated exhibits of fine art, history and culture, and natural history.

The University Museum is located in the Paul Meek Library and is accessible only through the Special Collections/University Archives reading area. The Museum gallery is open to the public 8 a.m. to 5 p.m. Monday through Friday except for university holidays, and by special prior arrangement. Public parking is available near the library building. For changing exhibit and additional program information or to schedule a group visit, contact the University Museum at 731-881-7094 or saunders@utm.edu.

Automobile Regulations for Student Vehicles

Students who operate vehicles on campus are required to register their vehicles with the Office of Public Safety at registration time. Students are expected to operate their vehicles under the regulations in the current Parking and Traffic Regulations issued at the time of their registration. Vehicles brought to campus after registration must be registered within 24 hours. A vehicle registration decal showing that the car has been registered is provided at a fee of \$26 per year and is to be displayed on the left side of the front and rear windshield. If the bumpers are chrome, place the decals on the driver's front and rear bumper. Disabled students will be given special consideration upon recommendation of a physician.

Services to Students

The following offices work in cooperation with UT Martin's Division of Student Affairs, helping students adjust to their new and growing responsibilities:

- Admissions
- Boling University Center
- Campus Recreation
- Counseling Center
- Dining Services
- Housing and Residential Life
- Minority Affairs
- Student and Alumni Employment Information Services
- Student Financial Assistance
- Student Health Services
- Student Life

The Division of Academic Affairs coordinates programs and services related to academic advising and learning assistance. Professors who are assigned as advisers provide academic counseling. Besides the many kinds of assistance provided by academic departments and individual faculty and staff members, UT Martin offers coordinated learning support through the Student Success Center.

Boling University Center

The Boling University Center is the student services center for the campus community. These services include: post office, Computer Store, fitness center, gameroom, automated teller machines, Sodexho (food) Services, University Bookstore, Skyhawk Card Services, Counseling Center, Student Government Association, Black Student Association, Student and Alumni Employment Information Services, and Information Center (Information Desk, campus operator/call center, facility reservations/administration, ticket sales, campus schedules, public internet access, photocopying, etc.).

The Boling University Center also has multi-purpose meeting facilities that can accommodate meetings of groups from six to 600. Special meeting spaces include a 500-seat auditorium/theater, 70-seat tiered "classroom," and a ballroom. All spaces feature access to wireless data service. Catering is available from Sodexho Services (the university's food service provider).

The Boling University Center is located in the center of campus in close proximity to the residential and academic areas of campus, and is available for use by students and the campus community.

University Bookstore

Housed in the Boling University Center, the University Bookstore provides a convenient place for the purchase of books, emblematic apparel and gifts, and other supplies students might need. The store is modern and completely self-service.

Students can sell used textbooks back to the bookstore. For specific repurchase guidelines, contact the bookstore.

Hours of service are from 7:30 a.m. to 4:30 p.m. Monday through Friday, and from 9 a.m. to noon on Saturdays (not open on Saturdays during the summer).

Office of Campus Recreation

UT Martin's Office of Campus Recreation is committed to recreation and fitness as components of a balanced lifestyle. Campus Recreation offers a wide variety of recreational and competitive programs for students, faculty/staff, and the community. Active participation is the general aim of the program with emphasis given to such basic needs as relaxing, belonging, and achieving, as they relate to good health and fitness. Campus Recreation offers programs in intramural sports, individual and dual sports, leisure activities, aquatics, outdoor recreation, fitness, sports clubs, and a host of special events. Indoor recreational facilities include an Olympic-size swimming pool, seven racquetball courts, a running/walking track, weight room, and Skyhawk Arena which contains six basketball, volleyball, badminton, and tennis court combinations. The outdoor facilities include a 1.5 mile fitness trail, 16 tennis courts, a soccer field, and the lighted intramural playing fields. There are also several opportunities for student employment in Campus Recreation. The jobs available include sports officiating, lifeguarding, and various recreation and facility management positions. For additional information about the Office of Campus Recreation, call 731-881-7745 or view the office's Web site at www.utm.edu and click on "Campus Recreation" under the Student Quick Links button.

Counseling Center

This office provides support services that help each student grow and develop emotionally, intellectually, and interpersonally. All currently registered students are eligible for services at the Counseling Center. Generally, counseling services are free, although there may be a minimal fee for certain types of psychological and career testing. Services include:

- personal counseling (individual, couples, and group)
- substance abuse assessment
- outreach educational programs

The office is located at 213 Boling University Center. For additional information, visit the Web under Student Links at www.utm.edu or call 731-881-7720.

Personal Counseling

Personal counseling is conducted by mental health professionals who understand the stresses of college life. Students typically seek help for relationship problems, academic concerns, stress and time management, or mood issues such as anxiety or depression. All services and records are treated with strict confidentiality as governed by professional ethics and laws.

Career Counseling

The Office of Counseling and Career Services, located in 213 Boling University Center, assists students, prospective students and alumni with career decisions. Career testing is available to determine occupations which best fit an individual's aptitude, interests, personality, and values. Counseling is available regarding academic majors, career choices, and vocational goals. Career exploration classes are offered for academic credit during the fall and spring semesters. Additional information on specific occupations is available through an extensive career library. For additional information, call 731-881-7720.

Student and Alumni Employment Information Services

The Student Employment Program is an opportunity for students to find part-time and temporary on and off-campus employment while enrolled at UT Martin. Students are allowed to participate free of charge and regardless of their financial needs. Students must go to 215 Boling University Center and make application each semester to be eligible for employment. For additional information, call 731-881-7740.

Student and Alumni Employment Information Services provides assistance to degree candidates and alumni in securing professional employment. The services are free and available year-round. Candidates for degrees are encouraged to set up a graduate file early in their senior year to take advantage of the various employment services offered. Services include:

- resume referrals
- on-campus interviews
- career fair
- employer publications
- job vacancy listings
- resume and interview assistance

For additional information, call 731-881-7740.

Office of Minority Affairs

The Office of Minority Affairs exists to provide support to the minority students at the University of Tennessee at Martin. In order to do so, the office seeks to identify the academic, cultural, economic, social, and other needs of minority students. It then works to centralize and coordinate a holistic program of the university's efforts to cultivate the cultural and ethnic diversity of the campus by communicating these needs, along with recommendations for meeting them, to other units on campus;

providing programs and services that enhance the personal, social, educational, and cultural development of students; and actively engaging in efforts to encourage students of color to participate in and contribute to the life of the campus.

The Office of Minority Affairs endeavors to serve the UT Martin community as a multicultural resource. The office seeks to provide educational opportunities that assist majority and minority students in identifying commonalities and recognizing, understanding, accepting, respecting, and valuing their differences.

Located in 223 Administration Building, the Office of Minority Affairs advises several student organizations, including the Black Student Association. The office also administers the Harold Conner Scholarship Program.

Student Health Services

The mission of Student Health Services is to provide students with timely, quality health care throughout their enrollment and to assist students in developing a greater sense of responsibility to themselves and others by establishing good health care and habits. Student Health Services is also available to the campus community to provide resource material and educational programs.

Student Health Services is located behind Cooper Hall and has a staff of nurses and a part-time family nurse practitioner with an M.D. consultant. The staff nurses are available during the regular office hours of 8 a.m. to 4 p.m. Monday through Friday. The family nurse practitioner is available daily when classes are in session. Appointments are preferred.

To be eligible for services, one must be enrolled in classes during that semester. A health history card must be completed and on file in the Student Health office. Services include general outpatient care, first aid, limited laboratory service, vaccines, physicals, and allergy shot administration. Student Health also dispenses some prescription medications. There is no charge for an office visit; however, minimal fees are charged for prescription medications, lab tests, and vaccines. Volunteer Community Hospital is located near the university and is available for medical and surgical services and emergencies, but the student must pay his/her own hospital expenses.

Students are urged to carry health insurance to cover illnesses and accidents that may occur while they are enrolled, since this coverage is not provided by the institution. Information about insurance coverage available to students at low costs can be obtained at Student Health Services.

Note: All students are required to be in compliance with Tennessee Department of Health requirements regarding two MMR vaccines, Hepatitis B vaccines, and the vaccine for meningococcal disease. Proof of vaccinations must be on file in Student Health Services. Failure to comply will result in inability to register for classes.

For additional information, call 731-881-7750.

Student Life

UT Martin offers many opportunities for students to become involved in the total collegiate experience. The Office of Student Life coordinates a number of special activities throughout the year in conjunction with various student organizations and university departments. The Office of Student Life works to support more than 100 student organizations including professional organizations, honorary societies, service organizations, special interest groups, and social Greek letter organizations (fraternities and sororities).